



CADPAC
Education Sub-Committee
April 2, 2004

Approved: June 11, 2004

Minutes
Meeting Held IJC Room 1073

1. **WELCOME and INTRODUCTIONS:** Judge Rush opened the meeting and introduced himself to everyone attending.

Members present: Judge Michael Rush, Scott Filley, Laura Lindsteadt, Nancy Blackwelder, Linda Murawski

Staff present: Donna Durr, Julie Sipe

2. **PREVIOUS MINUTES:** Nancy Blackwelder/Scott Filley recommended approval of the October 2003 Minutes. Their motion was unanimously passed.

3. **OLD BUSINESS**

A. Public Notice of Contracting Opportunity (PNCO) - Checklist for Education Criteria evaluation. Julie Sipe, staff attorney and staff representative for the Education Criteria workgroup with contractor Crowe Chizek, discussed current status of the checklist. A meeting was held with the workgroup prior to the Education Subcommittee meeting since several members are part of both groups. She will make revisions from the morning meeting and will provide copies for comments. The checklist timeline is getting close to time to test the checklist.

A. Annual Meeting 2004 – Donna reported that 344 participants attended the annual meeting. A preliminary tally report of comments from the annual meeting was provided to members for evaluation and comments. Members indicated they felt the meeting was a big success and enjoyed the presenters and topics. Discussion followed about making sure that presenters follow requested presentation criteria. The committee indicated they would like to continue and expand the administrative meeting for judges and directors prior to the annual meeting. They also would recommend the Friday meeting be extended since they are already there; in order to provide as many education opportunities as possible. It was discussed that the participants would be open to lunch on their own especially in the Keystone At the Crossing Area.

B. Substance Abuse Education for Judges – Judge Rush discussed briefly that various SA topics are being provided to Judges through education programs provided by the IJC Education Department. The next training will be provided during the Spring Judicial College in April 21-23, 2004. The Assessment and Referral training provided at the Wednesday, March 3 administrative meeting was well received by the Judges.

4. NEW BUSINESS

- A. ANNUAL MEETING 2005** – Judge Rush asked the committee to recommend three topics that would benefit and make their jobs easier. His recommendation was that we consider providing round table discussions with an expert facilitator to lead these discussions. The committee thought this was a great idea and proceeded to compile lists. (Enclosure A, summary list). They recommended that we email a list to all program directors asking for their interest in the provided topics and input for other topics. The lists they provided will be combined and Donna will email to program directors for feedback before the next education subcommittee meeting. The committee feels that many of these topics would be of interest for the Administrative Program Directors Meeting prior to the annual meeting. An opportunity to listen to and share ideas with peers from both large and small programs would be beneficial.

Several names for potential presenters were provided. Donna will collect information on these presenters for discussion at the next meeting.

- 5. DISCUSSION** – Discussion continued on the annual meeting and several topics were discussed for consideration.

- 6. NEXT MEETING:** **June 11, 2004 @ 12:30 PM at IJC, room 1073**
Future Meeting Dates: Aug. 13, 2004, Oct. 8, 2004, Dec. 3, 2004

- 7. ADJOURNMENT:** **Meeting adjourned** at 2:30 P.M.

Respectfully submitted,

Donna Durr

Donna Durr, Program Coordinator
Court Alcohol and Drug Program

Enclosures: (1) Summary of committee topic recommendations